

Laboratory Supervisor I

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Agency Name: Dept. of Public Health
Official Title: Laboratory Supervisor I
Functional Title: Laboratory Supervisor I
Occupational Group: Laboratory
Position Type: Civil Service
Full-Time or Part-Time: Full-Time
Salary Range: \$55,562.78 to \$74,216.48 Annually
Bargaining Unit: 09
Shift: Day
Confidential: No
Number Of Vacancies: 1
City/Town: Boston
Region: BOSTON
Facility Location: Hinton State Laboratory Institute 305 South Street Jamaica Plain, MA 02130
Application Deadline: 01-26-2012
Apply Online: No
Posting ID: J28820

This position is funded from the Commonwealth's annual operating budget.

Duties:

Supervises, performs and validates diagnostic testing in the Rabies Laboratory to support state-wide surveillance and rapid diagnostic reporting of rabies virus. Coordinates laboratory based studies of the state-wide prevalence and distribution of rabies virus. Writes and/or contributes to reports and manuscripts to describe and interpret laboratory findings. Prepares and analyzes data for summaries for written and oral presentation to lay and scientific audiences. Prepares budget requests for annual and long range needs. Supervises staff whom conduct diagnostic testing using the current state of the art methods such as IFA, PCR and strain typing. Coordinates all quality assurance activities including staff proficiencies, the laboratory rabies-specific proficiency program, SOP writing and review, and evaluation of new laboratory methods. Meets monthly with the Division Director to review quality assurance activities. Remains proficient and performs all rabies diagnostic tests. Assists medical professionals and epidemiologists in the interpretation of laboratory findings. Interviews, hires and evaluates performance of staff. Attends staff and interagency conferences and prepares summary description of information. Assists with directing staff and acting as surge testing staff for other virology laboratory activities and emergency responses.

Qualifications:

Minimum Entrance Requirements:

Applicants must have at least (A) four years of full-time, or equivalent part-time, professional or technical experience in chemistry, biology, histology, bacteriology, microbiology, biochemistry or medical laboratory technology, the major duties of which included laboratory analysis and the interpretation of laboratory results and (B) of which at least one year must have been in a supervisory, administrative or managerial capacity, or (C) any equivalent combination of the required experience and the substitutions below.

Substitutions:

I. A Graduate degree with a major in chemistry, biology, histology, bacteriology, microbiology or medical laboratory technology may be substituted for a maximum of one year of the require (A) experience.*

*Education toward such a degree will be prorated on the basis of the proportion of the requirements actually completed.

NOTE: No substitutions will be permitted for the required (B) experience.

Special Requirements: None.

Preferred Qualifications:

Knowledge of general laboratory testing techniques and methods, including sample collection. Knowledge of microbiology, virology, laboratory management, laboratory safety, quality assurance and quality control. Experience in cell culture technology. Knowledge of the properties and characteristics of chemicals, acids, materials, instrumentation, etc. used in laboratory work. Knowledge of the principles, practices and techniques of supervision. Ability to supervise, including planning and assigning work according to the nature of the job to be accomplished, the capabilities of subordinates and available resources; controlling work through periodic reviews and/or evaluations; determining subordinates' training needs and providing or arranging for such training; motivating subordinates to work effectively; determining the need for disciplinary action and either recommending or initiating disciplinary action. Ability to communicate effectively orally and in writing. Ability to conduct independent applied research. Applicants must meet CLIA requirements for this position.

Comments:

This is a Civil Service position. If there is no civil service list for this title, employees appointed must take and pass the next Civil Service examination when administered. As applicable, preference for this position will be given to those candidates who are eligible for Civil Service/ConTest Reinstatement/Reemployment or to those candidates who have passed the civil service examination for this job title, and who respond to the job certification that was recently issued for this location" and/or to employees laid off or bumped from this title who are eligible for recall, and in accordance with Article 14 or applicable Collective bargaining requirements. A criminal background check will be completed on the recommended candidate as required by the regulations set forth by the Executive Office of Health and Human Services prior to the candidate being hired. For more information, please visit

<http://www.mass.gov/bhs/cori>, and click on "Information for Job Applicants"

How To Apply:

Mail cover letter and resume to:

Hinton State Laboratory Institute

305 South Street

Jamaica Plain, MA 02130

Attn: Cecilia Marinucci

Fax: 617-983-6256

Customer Service 617-983-6218

When applying for a position remember to include posting ID number

Agency Web Address:

<http://www.mass.gov/dph/>

Diversity Officer:

Mr. Dennis Johnson, (617) 624-5471

An Equal Opportunity/Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.